

267 FSA Loan Servicing Responsibilities

B**Lender Loan
Files Review
Priorities**

The Farm Loan Chief, Farm Loan Specialists, District Directors, District Specialists, Farm Loan Managers and Farm Loan Officers are authorized to complete the required lender reviews.

To assist with the review process, each county office (which is responsible for maintaining the “Lender Operational Files” for their jurisdiction) will complete and maintain an up to date copy of MT Exhibit 12 “Lender Active Loan Listing and Review Card”, for all guaranteed lenders/loans within their servicing jurisdiction. This Exhibit will be maintained in the front of each Lender operational file. As a guaranteed loan pays off or is terminated, a line can be drawn through the borrower’s name or loan. {periodically the cards can be renewed, bring only the active loans forward. Reviews will also be tracked in MAC.

As everyone is aware many lenders have guaranteed loans through several different county offices and work with several different Farm Loan Managers/Farm Loan Officers. In these cases, review officials need to contact each other annually and attempt to coordinate visits to the same lender whenever possible.

To document the required percentage of reviews, each review official will complete MT Exhibit 13 annually for each lender.

Any deficiencies noted during the review will need to be documented in the remark section of Form 1980-3 or Form 1980-4 with major deficiencies and trends noted on the comment sections of MT Exhibit 13.

These deficiencies need to be reviewed with the lender and when possible set follow-up dates set with the lender to resolve and/or correct the deficiencies.

A copy of MT Exhibit 13, along with the individual review sheet (i.e. Form FSA 1980-3 and/or Form FSA 1980-4) will be forwarded to the State office on or before September 30 of each year. All new guarantees should be reviewed within the first year of closing.

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